

# **SAMPLE TELEPHONE SCRIPTS**

## **For Prospective Members**

Hi, this is \_\_\_\_\_, the AFE Chapter President here in \_\_\_\_\_; I understand you've expressed an interest in membership with AFE and as a chapter president I would like to take a moment to invite you to our next chapter meeting on \_\_\_\_\_. I am sure that you would find our meetings very beneficial and I would be happy to answer any questions you may have about AFE membership. Do you think you will be able to attend our next meeting on \_\_\_\_\_? We'd welcome your attendance and I would appreciate the opportunity to discuss what I find so worthwhile about this organization.

**NOTE: Be prepared to discuss why and when you joined AFE; what you find beneficial about AFE; benefits of membership (have a list handy); give directions or offer a ride; give contact information; provide cost; offer to send any additional information they may need regarding benefits.**

## **WELCOMING NEW MEMBERS**

Hi, this is \_\_\_\_\_, the AFE chapter president here in \_\_\_\_\_. I see you've recently become a member of AFE and I would like to personally welcome you, not only to AFE National, but also to our local chapter that meets here regularly on the \_\_\_\_\_ of the month. I hope you will be able to attend these valuable meetings since they will more quickly familiarize you with AFE and what it has to offer. Our next meeting will be on \_\_\_\_\_. Will you be able to attend? Can I give you directions or offer a ride? Again, welcome to AFE and I look forward to meeting you at our next meeting.

**NOTE: Be prepared to discuss what goes on at the chapter meetings; the next month's topic; how new members can become an active part of the chapter, what you like about AFE; your tenure with AFE; cost; policy regarding bringing guests.**

